Transportation of Inmates Outside the Secure Facility

518.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the transportation of inmates outside this facility and to ensure that the staff assigned to transportation duties is qualified and adequately trained.

518.2 POLICY

It is the policy of the Thurston County Sheriff's Office to provide safe, secure and humane transportation for all inmates and other persons as required by law.

This office shall transfer all inmates from the correctional facility to the place of imprisonment pursuant to the sentence of the court as soon as practicable after the sentence, in accordance with all laws relating to the transfer of inmates and costs related to transfers to facilities and jurisdictions.

518.3 PROCEDURES

Only staff members who have completed office-approved training on inmate transportation should be assigned inmate transportation duty. All staff members who operate transportation vehicles shall hold a valid license for the type of vehicle being operated and shall adhere to the transport staffing policy. 510.3

Any member who transports an inmate outside the secure confines of this facility is responsible for:

(a) Obtaining all necessary paperwork for the inmate being transported (e.g., medical/ dental records, commitment documents).

    1. If the inmate being transported has a developmental disability or is suffering from a traumatic brain injury, the nature of the disability and any necessary accommodations must be documented and provided to the receiving facility staff (RCW 70.48.245).

(b) Submitting notification to the on duty supervisor, who is being transported and to what location.

(c) Ensuring that all inmates are thoroughly searched and appropriate restraints are properly applied.

    1. Leg irons or waist chains shall not be used on any inmate known to be pregnant (see the Use of Restraints Policy) (RCW 70.48.500(3)).

(d) Ensuring that all vehicle security devices (e.g., window bars, inside cages, door locks) are in good repair and are operational.

(e) Thoroughly searching the transporting vehicle for contraband before any inmate is placed inside, and again after removing the inmate from the transporting vehicle.

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518.3.1 TRANSFER OF INMATE TO HOSPITAL

When an inmate is taken to a hospital, the transporting corrections deputy shall remain with, or secure, the inmate while the inmate is receiving care, unless (RCW 10.110.020; RCW 10.110.030):

(a) The medical care provider determines the inmate does not need to be accompanied or secured. and supervisor approval is obtained.

(b) The corrections deputy notifies the medical care provider that the corrections deputy is leaving after reasonably determining:

    (a) The inmate does not present an imminent and significant risk of causing physical harm to themselves or another person.

    (b) There is no longer sufficient evidentiary basis to maintain the inmate in custody.

    (c) In the interest of public safety, his/her presence is urgently required at another location and supervisor approval is obtained.

        (a) The corrections deputy shall make a reasonable effort to ensure a replacement corrections deputy is provided or other means of securing the inmate is provided as soon as possible.

(c) In all cases, in-custody defendants will not be left unsupervised for any significant length of time without a court order release or adequate replacement supervision.

The Thurston County Sheriff's Office Corrections Bureau will establish and maintain procedures for covering hospital watch of inmates outside of the Corrections Bureau facilities. The Deputy or Deputies assigned to this position will be responsible for maintaining the custody and security of an inmate when they are seen or admitted to an outside medical facility.

518.4 COURT ROOM SECURITY

Corrections Deputies shall coordinate transports to ensure inmates have minimal contact with Judges and court staff. Transport Deputies shall ensure inmates have no contact with the public and members of the jury outside the courtroom. Staff shall notify the court when an inmate poses a safety or security risk and advise of any special precautions.

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